



**OFFICIAL MINUTES
REGULAR MEETING OF THE GOVERNING BOARD
2021-2022
October 4, 2021 at 6:00 p.m. ZOOM**

MEMBERS PRESENT: Donald Shewan Dawn Smith
Jaswinder Sehota Vince Amato
Louis Zargi Suzy Cooper
Geneviève Bourgoing Michael Newton
Jean-Robert Lessard Christine Kerr
Richard Fontaine Moira Paterson
Shania Dalilli Wadii Karfali
Elham Ghobadi

REGRETS: Jean-Charles Dumont

ALSO PRESENT: Malcolm Harper, Maria Bologna, Nicole Haché, Christian Brosseau

The Governing Board meeting is being held via ZOOM in order to comply with governmental recommendations regarding the ongoing COVID 19 pandemic.

The meeting was called to order at 6:15 p.m. It was presided by Dawn Smith, Chairperson of the Governing Board at Champlain College Saint-Lambert.

1) Welcome and Announcements

Our two new student representatives Shania Dalilli and Wadii Karfali introduced themselves as did our new Professional representative, Vince Amato. All new members were warmly welcomed by all.

2) Election of Chair and Vice-Chair

Christine Kerr nominated Dawn Smith, seconded by Michael Newton for the Chair position. Dawn Smith nominated Louis Zargi, seconded by Christine Kerr for the position of Vice-Chair. Both Dawn Smith and Louis Zargi accepted their renewal positions.

3) Approval of Agenda

The following agenda was proposed.

1. Welcome and announcements
2. Election of Chair and Vice-Chair
3. Approval of agenda
4. Approval of minutes of the meeting of May 31, 2021
5. Business arising from the minutes of May 31, 2021
6. Public Question Period
7. Revision to the Academic Calendar Winter 2022

Resolution No.: LAM 2021-001

8. Bill 96
9. College Strategic Plan
10. Updates
 - a. Quality Assurance Plan
 - b. Student Success Plan
11. Access to Surplus (Continuing Education)

Resolution No.: LAM 2021-002

12. Draft meeting schedule 2021-2022
13. Varia
14. Adjournment

It was **MOVED** by Michael Newton and **SECONDED** by Louis Zargi that the agenda be approved.

MOTION CARRIED UNANIMOUSLY.

4) Adoption of previous minutes of May 31, 2021 meeting

It was **MOVED** by Geneviève Bourgoing and **SECONDED** by Louis Zargi to adopt the minutes of the regular meeting of the Governing Board of May 31, 2021.

MOTION CARRIED UNANIMOUSLY.

5) Business Arising from the Previous Minutes of May 31, 2021

There was no business arising.

6) Public Question Period

There were no questions.

7) Revision to Academic Calendar Winter 2022

Resolution No.: LAM 2021-001

Don Shewan spoke to this item.

Resolution No.: LAM-2021-001
Revision to the Academic Calendar Winter 2022

WHEREAS an error was discovered in the original Winter 2022 Academic Calendar; and

WHEREAS the original calendar did not contain the number of teaching days required by government regulation; and

WHEREAS the Commission of Studies has unanimously recommended to the Governing Board the revised Academic Calendar for the Winter 2022 semester;

BE IT THEREFORE RESOLVED that the Governing Board approve the revised Winter 2022 Academic Calendar.

There was no call for the vote.

MOVED BY: Don Shewan
SECONDED BY: Vince Amato
MOTION CARRIED UNANIMOUSLY

8) Bill 96

Don Shewan spoke to this item. He thanked Christine Kerr and her colleague Bruce Toombs for their enormous contributions in creating and finalizing the briefing document. Don also thanked Patrizia Polifroni for her help in coordinating the translation requests. Don asked for the Governing Board's endorsement to submit the mémoire by Tuesday, October 5th. Dawn Smith, Michael Newton and all members offered their full support and authorization.

Don also sought the Governing Board's permission to share the Bill 96 mémoire with other members of the College community such as the Director General, Chairperson of the Regional Board of Governors, and the Directors of Constituent Colleges Saint-Lawrence and Lennoxville. Other external communities include the English College Steering Committee and the QCGN.

Christine Kerr asked if she could also share the document with all faculty members and Don asked Patrizia to do the same with all non-teaching staff members.

9) College Strategic Plan

Don Shewan invited Nicole Haché to speak to this item. Nicole presented her findings following a survey that sent to all staff, faculty and students. Below are the ranked priority items for staff and faculty as well as for students:

Ranked priority items

FACULTY & STAFF

- 1- **Communication strategies**
- 2- Work culture
- 3- Change & innovation
- 4- **EDI**
- 5- Technology
- 6- Faculty & staff
- 7- Programs & Classrooms
- 8- Human resources policies
- 9- Size
- 10- Location

STUDENTS

- 1- Activities & support services
- 2- Programs & schedules
- 3- **EDI**
- 4- **Communication strategies**
- 5- Faculty & staff
- 6- Accountability
- 7- Space use & classrooms
- 8- Technology
- 9- Language
- 10- Size

Don thanked Nicole for her abundance of information and knowledge and extensive contributions to the committee. Don also updated the Governing Board regarding plans on the horizon such as the posting for a Communications Manager and the recent hiring of consultant in the field of EDI who is hopeful to also organize a training for management as it is important to lead by action and not by words.

10) Updates

A) Quality Assurance Plan

Don Shewan spoke to this item and invited Christian Brosseau, Dean of Academic Organization to contribute any updates, but at this time did not have any additional information. Don indicated that a full pedagogical day in November has been designated to the evaluation of student learning.

B) Student Success Plan

Don Shewan invited Christian Brosseau to speak to this item. Christian indicated that not much progress has been made since June as the start of the Fall semester has been extremely time consuming. However, the five guiding principles have now been defined as follows:

Student Centered Teaching

To be a supportive community, empowering students to manage their individualized learning and to turn their ideas into reality.

Quality Teaching and Leadership

To promote an environment where new approaches of teaching and learning are encouraged to enhance learning outcomes.

Healthy and Effective Learning Environment

To create an environment that is stimulating and in line with the College's values: Lifelong learning, excellence, caring, collaboration, stewardship and a sense of community and tradition.

High and Measurable Standards

(To be defined)

Accessibility and Equity

To strive for an inclusive environment that is universally designed and responsive to our student's needs, based on their input and feedback. We are committed to efforts that advance equity, diversity, inclusion and accessibility across all facets of the college and in the greater community.

The timeline is as follows:

- January
 - Preliminary presentation at Commission of Studies
 - Launch of Campus-wide consultation
- Mid-March
 - Final presentation at Commission of Studies
- Early April
 - Final Presentation at Governing Board
- May
 - Presentation at Champlain College Board of Governors

11) Access to Surplus (Continuing Education)

Resolution No.: LAM 2021-002

Don Shewan spoke to this item as Mark Wallace, Director of Continuing Education was not available to attend the meeting.

WHEREAS government budgets do not allocate any funds to Continuing Education to acquire capital items; and

WHEREAS Continuing Education has needs to update the computers in three of its computer labs; and

WHEREAS Continuing Education has generated sufficient funds, after other expenses are taken into account in 2020-2021 to cover the requested expenses;

BE IT THEREFORE RESOLVED that the Governing Board recommend that the Board of Governors approve the purchase of the equipment through its accumulated surplus in the amount of \$96,000.

There was no call for the vote.

MOVED BY: Donald Shewan
SECONDED BY: Jaswinder Sehota
MOTION CARRIED UNANIMOUSLY

12) Draft meeting schedule 2021-2022

Don Shewan spoke to this time and created not only a draft schedule of meetings, but at the request of one of our members, inserted an additional component outlining key agenda items that will be discussed at each meeting.

13) Varia

Don Shewan provided an update regarding the number of COVID cases on campus. Since the start of the semester, we have had five confirmed cases. He thanked all students and faculty for their vigilance in helping to reduce the spread of the virus.

Don also informed the Governing Board that the College's Director of Finance and Material Resources, Yves Rainville has submitted a request to the MEES for \$24.5 million dollars in order to increase our building space of an additional 4000 square meters.

14) Adjournment

There being no other business, it was **MOVED** by Louis Zargi that the meeting be adjourned at 7:15 p.m.

Dawn Smith
Chairperson

Patrizia Polifroni
Recording Secretary